



**Virginia Asian Advisory Board Meeting**  
**Thursday, December 2, 2021**  
**1:00 p.m. – 5:00 p.m.**  
**East Reading Room – Patrick Henry Building**  
**1111 E. Broad Street**  
**Richmond, VA 23219**

**Virtual Meeting Details: [vaab.virginia.gov/meetings](https://vaab.virginia.gov/meetings)**

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**Agenda**

<b>12:00 p.m.</b>	<b>Lunch and Board Social</b>	
<b>1:00 p.m.</b>	<b>Welcome Call to Order Meeting Overview</b>	<b>Suja Amir</b> <i>Vice Chair, Virginia Asian Advisory Board</i>
<b>1:05 p.m.</b>	<b>September Meeting Minutes Approval December Meeting Agenda Adoption</b>	<b>Melody Agbisit</b> <i>Secretary, Virginia Asian Advisory Board</i>
<b>1:10 p.m.</b>	<b>Public Comment</b>	<b>Melody Agbisit</b> <i>Secretary, Virginia Asian Advisory Board</i>
<b>1:20 p.m.</b>	<b>Chair's Report</b>	<b>Suja Amir</b> <i>Vice Chair, Virginia Asian Advisory Board</i>
<b>1:30 p.m.</b>	<b>Board Administration Update</b>	<b>Suzanne Holland</b> <i>Special Assistant for Advisory Board Administration</i>
<b>1:40 p.m.</b>	<b>AAPI Outreach Update</b>	<b>Shawn Soares</b> <i>Director of AAPI Outreach</i>
<b>2:00 p.m.</b>	<b>Statements from Executive Officer Nominees</b>	
<b>2:15 p.m.</b>	<b>Executive Officer Elections</b>	<b>Suzanne Holland</b> <i>Special Assistant for Advisory Board Administration</i>
<b>2:25 p.m.</b>	<b>Committee Breakouts</b>	<i>Business &amp; Trade Civic Engagement Education Health</i>
<b>3:15 p.m.</b>	<b>Break</b>	



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<b>3:30 p.m.</b>	<b>Board Discussion: Planning for the year ahead</b>	<b>Suja Amir</b> <i>Vice Chair, Virginia Asian Advisory Board</i>
<b>4:15 p.m.</b>	<b>Administration Update: Commonwealth</b>	<b>Kelly Thomasson</b> <i>Secretary of the Commonwealth</i>
<b>4:30 p.m.</b>	<b>Budget 101; and Policy Process Overview</b>	<b>Suzanne Holland</b> <i>Special Assistant for Advisory Board Administration</i>
<b>4:45 p.m.</b>	<b>Closing Remarks and Announcements Adjournment</b>	<b>Newly Elected Chair</b> <i>Virginia Asian Advisory Board</i>

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**Additional Announcements & Notes:**

- **Next VAAB Meeting:**
  - TBD 2022 – Schedule with new Administration
- **Next Committee Meetings:** TBD; virtual
- **Annual Report Timeline:**
  - December – March: Information gathering; preliminary idea formation
- **Board Website:** [VAAB.Virginia.Gov](https://VAAB.Virginia.Gov)
- **Board Email:** [VAAB@Governor.Virginia.Gov](mailto:VAAB@Governor.Virginia.Gov)